

MEETING MINUTES
ROTONDA WEST STREET & DRAINAGE UNIT ADVISORY COMMITTEE
February 20, 2014 – Regular Meeting
10:00 a.m. - Rotonda West Association Meeting Room

Attendees: Bob Barrett, Susan Killion, John Peszko, Stanley Plizga and Scott Schermerhorn

County: John Elias, Tara Musselman, Judy Nothdurft, Ray Slade, Joanne Vernon and Sandy Wright

Guests: Sign-in sheet attached

The meeting was called to order at 10:12 a.m. with a roll call of members that established a quorum was present.

Mr. Peszko gave an introduction of County staff that was in attendance.

Election of Officers:

1. Mr. Schermerhorn nominated Mr. Peszko as chair; the nomination was seconded by Mr. Plizga; there were no other nominations. Mr. Peszko accepted the nomination.
2. Mr. Peszko nominated Mr. Schermerhorn as vice chair; the nomination was seconded by Ms. Killion; there were no other nominations. Mr. Schermerhorn accepted the nomination.

The minutes from December 17, 2013 were unanimously approved as written.

Unfinished Business:

- Rotonda Boulevards North, West & East Sidewalk/Bike Path – Mr. Peszko stated the Contractor and Project Manager are doing an outstanding job on Rotonda Blvd. North. Other than a couple of cable cuts, there were no issues. Due to the ongoing issue of payment of the Charlotte County Utility (CCU) water lines on Rotonda Blvd. West, Mr. Killion asked if it would be more cost effective to resurvey and move the sidewalk to the other side of the Rotonda West. Mr. Elias explained that the design phase of the project was completed and recommended not moving the sidewalk to the other side of Rotonda Blvd. West. Mr. Elias conveyed that it appears that at best there will be three locations that the sidewalk will be close to the water lines on Rotonda West Blvd. and the design will be modified accordingly if necessary. Mr. Elias is waiting for Board of County Commission (BCC) direction regarding the funding of the water lines and anticipates this will be worked out. A new design would cost approximately \$45,000. Mr. Quick added the BCC has indicated that CCU will pay for their own costs for utility adjustments and relocates for ongoing roadway projects; however they did not yet address projects that are being funded by MSBUs. The areas that are in conflict were brought to Engineering's attention when the plans were at 90% completion.
- Curbing Radiuses in 11 Locations – Mr. Elias reported that curbing is included as part of the sidewalk projects currently underway. There may be a slight MOD adjustment to add these 11 locations to the contract; however this is not a problem.
- Parade Circle 9 Stamped Crosswalks – Ms. Musselman provided photos showing what the stamped asphalt crosswalks will look like. The stamped crosswalks require little maintenance and need to be stamped and painted again when repaving is done. The Request for Quotes (RFQ) was sent to the Engineering Department this morning and should take approximately 3 weeks for the quotes to come back. The project does not require BCC approval due to the cost. The project should take approximately 2-3 months.
- Parade Circle Phase II – The sidewalk segments will connect to existing pads and go inward on the 6 feeder streets to the first intersection. Funds have been budgeted in the FY2013/2014 Budget. The project requires the Committee's authorization to proceed. Ms. Killion made a motion to move forward with 6ft sidewalks on the feeder streets to include one curb radius at the sidewalk side of the street; the motion was seconded by Mr. Schermerhorn and passed unanimously. No additional pads will be required for the sidewalk segments that run from Parade Circle. The project will be put out for design.

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- Rotonda West Entry Features – Ms. Musselman reviewed the answers to two questions previously submitted by Mr. Plizga. Mr. Plizga noted that there were 4 lights for each sign, but no outlets. Ms. Musselman stated the lights are hardwired and there are no outlets in the plan. If the Committee wants outlets for items such as Christmas lights, she must know now so that a field adjustment can be done. The Committee asked for a price quote for two outlets at each entry sign. Ms. Musselman will report back with the information. Mr. Plizga also asked about the completion process for the Entry Signs. The Contractor will work on all 5 Entry Signs as once completing each phase. The contractor must submit additional paperwork and a bond; after the documents are received a Notice to Proceed will be issued. The project has to be completed within 120 days from the date the Notice to Proceed is issued or the contractor will have to pay approximately \$755 liquidated damages for each day after the 120 days. The Committee requested a copy of the logo. Ms. Musselman will follow up with the contractor.
- Electric to Bridges – Mr. Plizga expressed concern that the lighting fixtures may interfere with the pedestals and that the cost of the FPL connection was not known. At the end of the project, FPL will be contacted to turn the electric on. There was extensive discussion regarding the attachment of conduit on the bridges, the ability to install lights on the bridges, and more effective ways to complete the project. The contract is out. The Committee agreed to move forward with the project as it was designed and contracted and agreed that future project questions should be asked before the design and contract is complete instead of afterwards. Ms. Nothdurft will research the availability of funding in the budget for the lighting portion. Mr. Quick expressed his approval that the Committee takes time and does due diligence before moving forward with projects. He wants his staff and the Committees to work together on projects and asked for support from the Committee to back up County staff when asked about why things take so long. Mr. Peszko stated he would like for the Committee and Staff to take more time to work through issues.
- Back Yard Drainage – The Long Meadow Road piping project will begin mid-March.
- Bike Racks – The racks have arrived. The concrete pads for the racks are poured. Mr. Peszko asked Mr. Lyons to contact the School District for bus stop information and to work with Mr. Slade from Maintenance & Operation (M&O) to advise the locations where the bike racks should be installed
- Rotonda West Drainage Plan – Part II of the drainage report has been reviewed by Mr. Free. A meeting has been set up with the M&O and Engineering staff to discuss. Funding will be put into the FY2015/2016 budget. There was discussion regarding where the budget stands at the end of the year. The Committee is provided with 3 Month Actual reports that is helpful to determine funds left in the budget.
- Sunnybrook & Boundary Blvd. – There is a section of the inbound lane only that needs to be replaced. It is outside of the area that has already been patched. Mr. Slade will follow up.
- Greenbelt Funding for Vegetation Removal – The request has been forwarded to the County Attorney's Office. Ms. Nothdurft is waiting for a response. There was discussion regarding the County having a policy for removing invasive species plants on County owned property. There is no such policy in place; the cost would be astronomical.
- Future Paving – County staff is looking at paving within the Unit in 2021-2022. Members are asked to keep that in mind and report any small problems as you see them. Ms. Nothdurft conveyed that most of the roads were paved from 2004-2006 with the exception of some of the major roads paved in 2001-2002. There are a couple of the Rotonda "slices of the pie" that are nearing or finalizing paying of their paving loan. Fiscal Services recommends combining all of Rotonda slices together to fund future paving. The assessment itself will be comparatively low and ongoing for more than 10 years; however everyone would receive the benefit.

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New Business:

- MSBU Procedures – Were discussed at the 9:00 a.m. workshop. Questions should be funneled through the Chair to the MSDR so that responses can be distributed to all members, assuring that everyone knows current statuses. Members should not be contacting vendors on their own. The Sunshine Law guidelines must be followed.
- Speed Limit in Rotonda – Mr. Peszko explained that there was an item on the BCC Agenda regarding changing the speed limit on Boundary from 40 mph to 30 mph without the MSBU being notified. Mr. Quick stated it was his fault that the Advisory Committee wasn't made aware of the speed change before it went to the BCC for approval. Moving forward communications will be better. Mr. Venkat distributed a map with the Rotonda West Speed Limits & Roadway Widths information. There was discussion regarding the complaints from citizens regarding speeding vehicles. The Committee would like to eliminate the confusion of 30, 35 and 40 mph speed limits within the Unit. Ms. Killion made a motion to move forward with changing the speed on Boundary, Parade Circle, Rotonda Circle and the Rotonda Boulevards to 35 mph; the motion was seconded by Mr. Barrett. Posting the speed limits was also requested. Further discussion and comments from citizens were that an increase in the speed limit on Rotonda Circle would not be good. Mr. Peszko spoke to residents and the Sheriff's Department. After the speed limit signs are posted, the Sheriff's Department will write warnings; if there are enough complaints they will set up a survey group and if it warrants they will provide more patrol. Speeders should be reported directly to the Sheriff's Department.

Community Input:

- Mrs. Charlesworth stated that she and her husband have contacted many departments regarding poor drainage in their back yard ditch. The sidewalks and entry signs are good but she is dealing with standing water that has a stench and breeds mosquitos. Her residence is on 23 Oakland Hills Place. The golf course says it's a County issue and the County says it's a golf course issue. The Health Department says they can't address the problem because it is on private property. The Department of Environmental Protection did address a blue liquid draining from the golf course. She feels she has been getting a run around for a long time with no resolution. Mr. Slade agreed to do a site visit to the property and will discuss the problem with his supervisor at an M&O meeting later today. M&O will look at and assess each situation individually.
- Boundary Blvd sidewalk ends at Rebel Court. A citizen stated it should be extended. Mr. Lyons agreed stating there have been a large number of kids using this street. Mr. Elias conveyed that all of the sales tax sidewalk funding has been allocated at this time. The School Board would be the applicant for FDOT funding.
- Mr. Perkins conveyed that owners with drainage issues should not be automatically taken on by the MSBU when it is the golf course's responsibility. Golf courses should be good neighbors and address issues that they are causing. Mr. Lyons stated that Rotonda West now owns the Broadmoor Park Golf Course and if there is a runoff problem, Rotonda West will be responsible. Committee discussion included that if the drainage is from that golf course only, it is the golf course's responsibility. If it is a combination of street drainage and golf course drainage, then the County may become involved. Consulting with the County Attorney was also mentioned.
- Mr. Quick noted that they had received complaints regarding smoke and ash from on-site burning at the Winchester Project. The County has stopped the burning until issues can be resolved.
- Spillways – Mr. Peszko has a list of streets where the radius in concrete had a "V" cut out for proper drainage that need to have the plate replaced. Mr. Slade will follow-up.

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- Dead Trees on Parade Circle – Ms. Musselman will follow-up on the three dead trees.
- Dog Waste Station – Ms. Nothdurft will follow-up on the request for a quote for two Dog Waste Stations with containers for Parade Circle.

The next meeting is scheduled for Tuesday, April 15, 2014 at the Rotonda West Association Meeting Room
The meeting was adjourned at 11:37 a.m.

Submitted by:

A handwritten signature in cursive script that reads "Sandy Wright".

Sandy Wright
Public Works Department

**CHARLOTTE COUNTY
PUBLIC WORKS DIVISION
ROTONDA WEST S&D ADVISORY COMMITTEE
ATTENDANCE ROSTER**

MEETING DATE: Thursday, February 20, 2014

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**INFORMATION SUPPLIED ON THIS FORM BECOMES
PUBLIC RECORD**

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CONFIRMED FIRST MSB